

DEPARTMENT OF THE ARMY
HEADQUARTERS, RANGER TRAINING BRIGADE
FORT BENNING, GEORGIA 31905

ATSH-RBA-EO (600-20)

Policy Memorandum 98-12

MEMORANDUM FOR SEE DISTRIBUTION

15 OCT 98

SUBJECT: Equal Opportunity Complaint Procedures and Protection Against Reprisal

1. The primary purpose of this policy is to:

a. Ensure that a discriminatory-free environment exists throughout Ranger Training Brigade.

b. Institute widely understood procedures to expeditiously resolve any complaints

2. The chain of command is the primary channel for correcting discriminatory practice and for communication on Equal Opportunity matters. All personnel are encouraged to first utilize their chain of command to resolve complaints. The vast majority of complaints are resolved effectively through the chain of command. However, it must be made clear that soldiers and their family members have the right to file an Equal Opportunity complaint through the RTB Equal Opportunity Advisor (EOA).

3. The following are extracts from AR 600-20 Para6-8. Procedures for processing equal opportunity complaints

a. *Individual rights.* Soldiers have the right to--

(1) Present a complaint to the command without fear of intimidation, reprisal, or harassment

(2) Communicate with the commander concerning their complaints

(3) Receive assistance when submitting a complaint; and

(4) Receive training on the Army's Equal Opportunity complaint and appeals process.

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b. *Individual responsibilities.* Individuals have the responsibility to--

(1) Attempt to resolve a complaint by first informing the alleged offender that the behavior must stop.

(2) Advise the command of the specifics of sexual harassment and unlawful discrimination complaints and provide the command an opportunity to take appropriate action to rectify/resolve the issue; and

(3) Submit only legitimate complaints and exercise caution against unfounded or reckless charges.

4. Protection against reprisal:


a. The chain of command is prohibited from taking any action that discourages a soldier or family member from filing a complaint or seeking assistance.

b. The chain of command is prohibited from taking disciplinary or adverse actions against a soldier or family member for filing a complaint.

c. It is the chain of command's responsibility to ensure the complainant is protected from reprisal, retaliation, or retribution.

5. If any soldier decides not to address an Equal Opportunity complaint through their chain of command, the RTB EOA (SF0 LOEAK,) at 544-6674 should be notified as soon as practical.

6. Rangers Lead The Way!



FRANK O. HELMICK
COL, IN
Commanding

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